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ABSTRACT

This annual report covers 1997-1998, which was a year of great commitment by the NASPA Board of Directors, membership, corporate partners, and staff. All of these groups made significant contributions to the association's success, measured by how well the mission was fulfilled through addressing established goals and objectives. This year NASPA exceeded expectations. This has continued to move the association toward realizing its vision as the leading association for student affairs administration, policy, and practice. The annual report outlines the past year's accomplishments, including: national workshops; publications; the NAPSA Web site and Net Results; continuing improvements in technology infrastructure; health education and leadership programs; the minority undergraduate fellows program; international exchange; inter-association activities; research support; legislative affairs; membership; and finances. In addition, this report presents highlights from the seven NASPA regions. Financial information is also included. (MKA)

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William H. Gray III, President of The College Fund/UNCF, delivers the keynote address at the 1998 NASPA Conference.

Mark Shanley, Frank Ardaiolo, and Cynthia Forrest gather at the NASPA Annual Conference.

President Jack Warner passes the gavel to President-elect Cherry Callahan.

Conference attendees smile for the camera during a promotion for the 1999 NASPA Conference.

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ANNUAL REPORT 1998

NASPA
Student Affairs Administrators in Higher Education

U.S. DEPARTMENT OF EDUCATION
Office of Educational Research and Improvement
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A Year of Great Commitment

President
Jack Warner

Executive Director
Gwendolyn Jordan Dungy

1997-98 was a year of great commitment by the NASPA Board of Directors, membership, corporate partners, and staff. All of those groups made significant contributions to the association's success, measured by how well we fulfill our mission by addressing our established goals and objectives. Through our leadership, tremendous support from talented professionals in student affairs and the work of a dedicated office staff, NASPA exceeded expectations. These efforts have continued to move the association toward realizing our vision as the leading association for student affairs administration, policy, and practice.

We invite you to read this report, which outlines the past year's accomplishments. In addition to reporting on the association's activities from a national perspective, we have included highlights from the seven NASPA Regions, the heart and soul of the association.

It is with much pride and appreciation that we present this Annual Report on your investment in NASPA.

Jack Warner
President

Gwendolyn Jordan Dungy
Executive Director

NASPA Board of Directors, 1997-98

NASPA is governed by a Board of Directors. The board establishes policies, generates new programs, sets both short and long-range goals, and evaluates programs and services.

The NASPA Board of Directors, which meets three times per year, consists of 10 elected officers and 7 appointed positions. The president serves a 3-year term on the Board of Directors: as president-elect, president, and past president. Regional vice presidents serve 2-year terms and provide important leadership to NASPA's regional programs and services, in addition to their responsibilities on the national board. The division directors are appointed for 2-year terms, at-large members serve staggered 2-year terms and the conference chair serves for one year as a non-voting member.

President
Jack Warner
Massachusetts Board of Higher Education

Past President
Suzanne E. Gordon
University of Arkansas

President-elect
Cheryl "Cherry" Callahan
University of North Carolina

Region I Vice President
Margaret Jablonski
Massachusetts Institute of Technology

Region II Vice President
Karen Pennington
SUNY-Geneseo

Region III Vice President
Almeda R. Jacks
Clemson University

Region IV-East Vice President
Theresa A. Powell
Western Michigan University

Region IV-West Vice President
Vicky Triponey
Wichita State University

Region V Vice President
Shannon Ellis
Evergreen State College

Region VI Vice President
Hazel J. Scott
Occidental College

Director, Member Services
Marilee Bresciani
University of Nebraska-Kearney

Director, Career Development and Professional Standards Division
Michael Rooney
Maricopa Community College

Director, Networks and Special Projects
Jane Guyton
Northwest Arkansas Community College

Director, Research Division
Daniel C. Robinson
Iowa State University

Member at-Large
Paul E. Raverta
Holyoke Community College

Member at-Large
Larry Roper
Oregon State University

Conference Chair
Marsha Guenzler-Stevens
University of Maryland

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Highlights of 1997-98

Among national associations representing higher education, NASPA stands out as a leading provider of direct member services, including professional development activities, publications, and on-line resources. NASPA made strides last year in both the quality and number of services offered. With improvements in technology, NASPA was able to serve members more cost-effectively and efficiently than in the past.

National Workshops

One of NASPA's primary goals is to provide professional development to members through the dissemination of high-quality information and exemplary models. This year NASPA continued the series of national workshops launched in 1996-97, covering a broad range of important topics in which members expressed interest. Particularly successful workshops included:

- "Symposium for Senior Student Affairs Officers," sponsored by the National Academy for Leadership and Executive Effectiveness, in partnership with Region IV-W. NASPA appreciates the financial support provided to the Academy by ARAMARK.
- "Assessment in Student Affairs," "Assessing Cultural Climate," and the "Small Colleges Institute," sponsored by NASPA's Small Colleges and Universities Network.
- "Adjudicating Sexual Assault." Eighty-eight participants discussed all facets of this campus problem.
- "Summit on Race." Larry Roper coordinated a discussion among 64 participants who explored ways to advance their campuses to the next level of race relations.

Each of the national workshops received outstanding evaluations. NASPA members have valued the opportunity to focus on a single issue over the course of the two and a half day program.

Publications

NASPA made improvements in all of our print publications, providing members with more varied, relevant information for professional effectiveness and advancement. The newsletter, *NASPA Forum*, was expanded to accommodate an increasing number of submissions by NASPA members. The *NASPA Journal* continues to provide articles that make substantial contributions to the literature of student affairs.

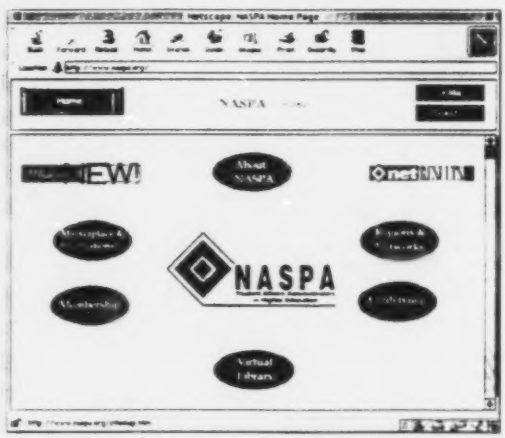
Three new NASPA monographs were published this year, *Advice from the Dean: A Personal Perspective on the Philosophy, Roles, and Approaches of a Dean at a Small, Private, Liberal Arts College* and the community college monograph *Life at the Edge of the Wave* came out just before the annual conference in Philadelphia in March. Shortly afterwards, *Academic Integrity Matters* was published.

Dan Robinson, chairman of the Research Division, directed NASPA's biennial salary survey, the only one of its kind for the student affairs profession and a major membership benefit.

Two new invited papers are in publication: *Changing Black Greek Culture* and *Transforming Student Affairs: Teaching, Learning, Knowing, Doing*. Another invited paper, on the status and respect experienced by student affairs professionals, is also in the works. These will be out soon, and we look forward to many others.

NASPA Website and *Net Results*

This year marked the debut of *Net Results*, NASPA's online management magazine at: (http://www.naspa.org). *Net Results* provides a timely forum for the widest possible exchange of information on executive leadership. *Net Results* is averaging 15,000 visits a month in its debut.



Visits to the NASPA website continue to grow, and they indicate that not only are people viewing what NASPA has to offer, but they are returning to our electronic offerings

again and again. The Web is becoming a "front door" to NASPA.

Over the past year, a number of features have been added to the website in addition to *Net Results*:

- NASPA's membership handbook
- Principles of Good Practice
- Legislative updates
- News about NASPA projects including the Health Education and Leadership Program (HELP), the Minority Undergraduate Fellows Program (MUFP), Exemplary Programs, the Joint Task Force on Student Learning, NASPA's international exchange program, and initiatives on diversity.
- An improved and redesigned Marketplace & Publications section
- A detailed listing of Graduate Preparation Programs in Student Affairs Administration in the U.S.
- A Virtual Library which includes selected Greek statements, NASPA conference programs and handouts, and back issues of the Public Policy Advisories.
- As a cost saving measure the Board of Directors Leadership Manual is also online through the NASPA website.

1998 Award Winners

Melvene D. Hardee Dissertation of the Year Award
Tracy L. Davis
Assistant Director of Campus Programs, University of Iowa

Outstanding Contribution to Literature or Research Award
Don Hossler
Professor and Vice Chancellor for Enrollment Services
Indiana University

Outstanding Contribution to Higher Education Award
David Pierce
President and Chief Executive Officer
American Association of Community Colleges

Robert H. Shaffer Award for Academic Excellence as a Graduate Faculty Member
Don Creamer
Professor of Higher Education and Student Affairs
Virginia Polytechnic Institute

Fred Turner Award for Outstanding Service to NASPA
James E. Scott
Vice President for Student Life and Enrollment, Georgia State University

Scott Goodnight Award for Outstanding Performance as a Dean
Gary Widmar
Vice Chancellor for Student Affairs, University of Missouri

Continuing Improvements in Technology Infrastructure

NASPA continues to make computer and communications upgrades to enable members and staff to work more efficiently and cost-effectively. Bringing the NASPA website in-house has resulted in more productive use of the site and reduced vendor expenses. A new e-mail server and software allow for better integration with the Web. Through a series of software upgrades, NASPA has been assured of Year 2000 compliance.

Health Education and Leadership Program

HELP supports NASPA by enabling institutions to share perspectives and develop campus and association leaders. HELP also provides program sessions and publications as vehicles for skill development and exemplary practices. Current activities include:

- Newsletters for NASPA members covering topics of major concern. The first consisted of an article on community responsibility for the health of a campus, written by Dr. Richard Keeling, who heads the health center at the University of Wisconsin at Madison. Dr. Keeling,

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a noted authority on HIV/AIDS, is past president of the American College Health Association.

- HELP's third joint conference with the Association of American Colleges and Universities (AAC&U) and the National Association for Equal Opportunity in Higher Education (NAFEO). The conference, entitled "Strengthening College Learning through a Focus on Complex Issues: the Case for Public Health and HIV/AIDS," focused in particular on African American communities. Participants included a number of historically black colleges and universities.
- Review by the HELP Advisory Committee, comprised of NASPA chief student affairs officers, of case studies of effective programs. The Advisory Committee will issue a report soon.
- Dissemination of information at NASPA regional meetings on how to build a comprehensive, integrated program to combat HIV infection. HELP sponsored Dr. Keeling as a keynote speaker at the Region III Senior Student Affairs Officers meeting.

Minority Undergraduate Fellows Program

MUFP is NASPA's major program to provide encouragement, leadership and mentoring to students underrepresented in student affairs in higher education. This year there were 55 fellows at 47 institutions involved in all aspects of student affairs from housing and residential life to admissions. The fellows met with their mentors on an average of twice a month and attended two meetings or programs with their mentors. The fellows in attendance at the National Conference in Philadelphia were honored with a reception and an opportunity to meet NASPA leaders. The MUFP Regional Coordinators' involvement and creation of MUFP Ambassador and Alumni programs contributed to an increase in the number of fellows and institutions that will participate in the coming year.

The Summer Leadership Institute at Emory University was another success, with 15 students from across the country participating. Dr. Melvin Terrell ended his term as National Director of MUFP at the Institute, and Saundra Taylor of the University of Arizona assumed that role. The Summer Internship Program hosted five students at various institutions for a 16-week week experience in student affairs. These students all plan to continue their involvement in MUFP and student affairs.

International Exchange

NAPSA's International Exchange program continues to be successful in attracting a wide range of NASPA members. NASPA coordinated successful exchanges with Mexico, France, Germany and the United Kingdom. Reciprocal visits were also planned later with France and Mexico.

Interassociation Activities

A milestone this year was the release of *Powerful Partnerships: A Shared Responsibility for Learning*. This report was the product of a joint task force initiated by NASPA under the leadership of Jack Warner and involving the American Association of Higher Education (AAHE) and the American College Personnel Association (ACPA).

Without question, opportunities for collaborative work between student affairs and academic affairs represent a compelling agenda for today's student affairs leaders. In conversations with senior student affairs officers, faculty and college presidents, this issue continues to emerge as a top priority and opportunity for higher education. NASPA has responded by creating a collaboration series to focus our national agenda on this issue.

In another major collaborative effort, NASPA has for the past three years participated with ACHA in activities under ACHA's grant from the Centers for Disease Control and Prevention (CDC) for HIV/AIDS prevention.

NASPA also collaborated with the National Association of Student Financial Aid Administrators in a program at the NASPA Annual Conference.

Research Support

The Ford Foundation awarded a supplemental grant to NASPA totalling $120,000 to expand research in two related areas: the impact of diversity on the training of student affairs professionals and the impact of diversity on students' campus experiences as well as their behavior after they graduate. NASPA's Research Division selected 17 research projects, which are being supported with awards of $5,000 to $8,000 each. The field research will be submitted to NASPA for review by the panel followed by publication and dissemination through NASPA.

NASPA also requested renewal this year of a CDC grant which currently provides about $270,000 per year, with 20 percent overhead to NASPA as well as $20,000 in rent and support for crucial staff positions.

Legislative Affairs

This was a particularly active year on the Hill because of the pending reauthorization of the Higher Education Act. NASPA joined several national associations in vigorously opposing an amendment which opens to public disclosure the disciplinary

record of any student who admits or is found guilty of a crime of violence. NASPA's role in public policy was also enhanced by the decision of the Board of Directors to create a new Public Policy Division.

Membership

NASPA concentrated this year on increasing institutional memberships through retention as well as recruitment of new members. As a result, NASPA had 18 more institutional members in this June 1998 than in June 1997. Institutional membership in 1998 stood at 1,141. Total membership peaked in April with 7,937 members, an eight percent increase over last year's post-conference membership of 7,341. (See graphs, below.)

Finances

NASPA's annual conference in Philadelphia was successful on all scores. The best-attended conference in NASPA's history, it generated approximately $175,000 in revenues, 20 percent above projections.

NASPA has a positive financial outlook, and expenses are in line with budgeted projections. The organization continues to explore ways to reduce costs.

Regional Highlights

Below are highlights of 1997-98 in the NASPA Regions, with particular emphasis on activities that other Regions may also wish to undertake:

Region I

Region I has added a new working committee and a program to provide professional development. A Task Force on the Future of Student Affairs has been charged to analyze the direction of higher education over the next 10 years and determine how student affairs should respond. The committee will keep the Region I website (http://web.mit.edu/pmbernar/www/naspa-1/index.html) current so all networks and committees in the Region, as well as members, can participate. The new program, Kaleidoscope, is a show-and-tell session at the fall conference in which new ideas and programs are reported in five minute presentations, providing an opportunity for new professionals to participate without the pressure of a full-blown speech.

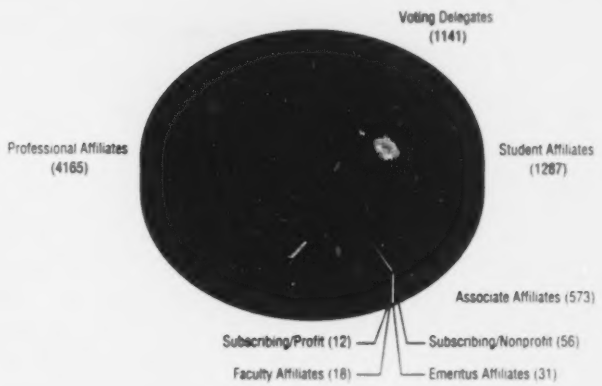
Region II

Dan Ryan of the State University of New York at Buffalo has surveyed NASPA members in the Region to determine the number of disabled professionals. This coming year will see continued efforts toward the development of a MUFP-type program to encourage disabled individuals to consider student affairs as a career.

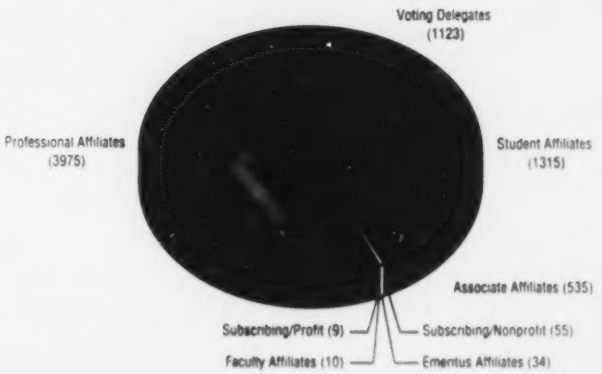
Region III

The Region continues to conduct its popular series of professional develop-

1997-98 Membership



1996-97 Membership



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ment activities. Individual states also conduct their own conferences and workshops. The New Professional Institute, co-sponsored with SACSA (Southern Association of College Student Affairs), is part of a regular cycle of Region-wide events, which also includes the Mid-Managers Institute and the SSAO+ (senior student affairs officer) Conference. In a format of roundtables successfully implemented this year, discussions centered on new construction and renovation, student fees, fund raising, health issues, security issues, and working with presidents and boards of trustees. The Region also adopted a mission statement.

Region IV-East
The Region co-sponsored a legal issues drive-in workshop as well as other workshops including one for new professionals. The region continues to work on a talent bank of IV-East members who are competent and knowledgeable about "hot topics" and who can serve as resources to colleagues within the region. Also in the works is a regional leadership manual which will include information about national and regional leadership, policy, procedures, history, and the responsibilities of regional advisory board members.

Region IV-West
The Region conducted a successful Mid-Level Institute and Senior Student Affairs Symposium. Participants set up listservs immediately following these four-day events in order to stay in touch and make plans to meet again in Wichita during the 1998 Regional conference. The Advisory Board held a two-day summer planning meeting during which comprehensive goals and objectives were developed.

Region V
The Region's career and professional development chair collaborated with ACUHO-I (Association of College & University Housing Officers-International) on the Spring Regional Placement Exchange. This was the first co-sponsorship endeavor initiated to broaden job offerings beyond residential life for graduate students and new professionals in Region V. Seventeen schools participated in workshops and job interviews.

Region VI
The biannual new professionals institute for Regions V and VI was hosted by staff at the University of Southern California. The institute, entitled "Setting New Directions: Leadership and Decision-Making in Student Affairs," drew participants from California, Arizona, and Washington.

NASPA's Corporate Partners

National Leaders

ARAMARK

Mariott Management Services

SODEXHO

Sponsors

Bon Appetit

College Park Communities

Compass Group/Chartwells

Coopers and Lybrand

Golden Key National Honor Society

National Panhellenic Council

The Chronicle of Higher Education

Independent Auditor's Report on the Financial Statements

To the Board of Directors
National Association of Student Personnel Administrators, Inc.
Washington, D.C.

We have audited the accompanying balance sheet of the National Association of Student Personnel Administrators, Inc. as of June 30, 1998, and the related statements of activities and cash flows for the year then ended. These financial statements are the responsibility of the Association's management. Our responsibility is to express an opinion on these financial statements based on our audit. The financial statements of the National Association of Student Personnel Administrators, Inc. as of June 30, 1997, were audited by other auditors whose report dated August 8, 1997, expressed an unqualified opinion on those statements.

We conducted our audit in accordance with generally accepted auditing standards. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

In our opinion, the 1998 financial statements referred to above present fairly, in all material aspects, the financial position of the National Association of Student Personnel Administrators, Inc. at June 30, 1998, and the changes in its net assets and its cash flows for the year then ended in conformity with generally accepted accounting principles.

Langan associates, P.C.

—Alexandria, Virginia
August 10, 1998

Balance Sheets

National Association of Student Personnel Administrators, Inc.

	June 30, 1998	June 30, 1997
ASSETS		
Cash And Cash Equivalents	$1,082,341	$844,417
Investments - Note B	2,741,300	2,468,595
Accounts Receivable, net of allowance for doubtful accounts of $1,340 in 1998 and $15,194 in 1997 - Note C	43,098	102,713
Prepaid Expenses And Deposits	84,454	105,765
Property And Equipment, at cost	350,327	331,946
Less accumulated depreciation	264,705	220,602
	85,622	111,344
	$4,036,815	$3,632,834
LIABILITIES AND NET ASSETS		
LIABILITIES		
Accounts payable and accrued expenses	$110,876	$121,550
Deferred compensation	5,564	21,977
Deferred revenue	525,553	426,597
Total Liabilities	641,993	570,124
NET ASSETS		
Unrestricted		
General fund	399,445	553,980
Designated funds - Note E		
Reserve	2,849,707	2,508,730
Online magazine	96,531	—
	2,946,238	2,508,730
	3,345,683	3,062,710
Temporarily Restricted		
Ford Foundation - Diversity Impact Study	28,379	—
Aramark - Academy for Executive Effectiveness	20,760	—
	49,139	—
Total Net Assets	3,394,822	3,062,710
COMMITMENTS - Note G	$4,036,815	$3,632,834

See notes to financial statements.

Statements of Activities

National Association of Student Personnel Administrators, Inc.

	Year Ended June 30, 1998		Year Ended June 30, 1997	
	Unrestricted	Temporarily Restricted	Total	Unrestricted
REVENUE				
Institutional dues	$580,460		$580,460	$570,229
Affiliate and subscribing dues	325,505		325,505	313,617
Annual conference	715,617		715,617	806,864
Other conferences	140,794		140,794	66,910
Publications	71,149		71,149	65,363
CDC grant - Note C	324,633		324,633	154,213
Ford Foundation grant	—	$117,900	117,900	—
Academy of Executive Effectiveness	—	23,846	23,846	—
Other:				
Investment income, exclusive of unrealized gain - Note B	232,799		232,799	171,575
Unrealized gain in market value of investments	281,759		281,759	210,151
Miscellaneous	41,929		41,929	32,855
	556,487		556,487	414,581
Net assets released from restriction for the Ford Foundation and Aramark programs	92,607	(92,607)	—	—
	2,807,252	49,139	2,856,391	2,391,777
EXPENSE				
Program services:				
Annual conference	621,997		621,997	733,569
Other conferences	186,270		186,270	74,670
Publications	368,617		368,617	304,217
CDC grant - Note C	324,633		324,633	154,213
Ford Foundation grant - Diversity Impact Study	89,521		89,521	—
Leadership/membership support	553,596		553,596	574,415
	2,144,634		2,144,634	1,841,084
Supporting services:				
Administration and general	379,645		379,645	314,570
	2,524,279		2,524,279	2,155,654
Change in Net Assets Before Forgiveness of Note Receivable	282,973	49,139	332,112	236,123
Forgiveness of note receivable—NASPA Foundation - Note D	—	—	—	(49,082)
CHANGE IN NET ASSETS	282,973	49,139	332,112	187,041
Net Assets, beginning of year	3,062,710	—	3,062,710	2,875,669
NET ASSETS, END OF YEAR	$3,345,683	$49,139	$3,394,822	$3,062,710

Certain 1997 amounts have been reclassified for comparative purposes.

See notes to financial statements.

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Statements of Cash Flows

National Association of Student Personnel Administrators, Inc.

	Year Ended June 30, 1998	Year Ended June 30, 1997
CASH FLOWS FROM OPERATING ACTIVITIES		
Change in net assets	$332,112	$187,041
Adjustments to reconcile change in net assets to net cash provided by operating activities:		
Depreciation	44,103	46,398
Realized gains, net	(90,192)	(23,991)
Unrealized gain in market value of investments	(281,759)	(210,151)
Provision for doubtful accounts	(13,854)	9,016
Forgiveness of note receivable - NASPA Foundation	—	49,082
Change in assets and liabilities:		
Accounts receivable	73,469	(61,683)
Prepaid expenses and deposits	21,311	(31,711)
Accounts payable and accrued expense	(10,674)	72,425
Deferred compensation	(16,413)	2,175
Deferred revenue	98,956	92,228
Total Adjustments	(175,053)	(56,212)
Net Cash Provided by OperatingActivities	157,059	130,829
CASH FLOWS FROM INVESTING ACTIVITIES		
Purchases of investments	(732,457)	(224,505)
Sales / redemptions of investments	831,703	216,542
Purchases of property and equipment	(18,381)	(24,535)
Net Cash Provided by (Used in) Investing	80,865	(32,498)
NET INCREASE IN CASH AND CASH EQUIVALENTS	237,924	98,331
Cash and cash equivalents, beginning of year	844,417	746,086
CASH AND CASH EQUIVALENTS, END OF YEAR	$1,082,341	$844,417

Certain 1997 amounts have been reclassified for comparative purposes.

See notes to financial statements.

Notes to Financial Statements

Note A – Summary of Significant Accounting Policies

Organization: The National Association of Student Personnel Administrators, Inc. (NASPA) is a non-profit organization established for the purpose of developing professional competence, collegial support and ethical sensitivity among chief student personnel administrators. The Association is exempt from the payment of income taxes on its exempt activities under Section 501(c)(3) of the Internal Revenue Code.

Basis of Accounting: The Association prepares its financial statements on the accrual basis of accounting. Consequently, revenue is recognized when earned and expense when the obligation is incurred.

Estimates: The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that effect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

Cash and Cash Equivalents: For financial statement purposes, the Association considers money market funds to be cash equivalents.

Property and Equipment: Property and equipment, which principally consists of furniture, office equipment, computer hardware and software, are depreciated on the straight-line basis over the estimated useful lives of the assets (five years).

Deferred Revenue: Deferred revenue consists primarily of membership dues received in advance of the period to which they relate and conference fees received for events to be held in the next fiscal year.

Net Assets: Net assets have been classified based on the existence or absence of donor-imposed restrictions. In order to account for limitations placed on the use of resources available to the Association, the accounts of NASPA are maintained in accordance with the principles of fund accounting. The purpose of each fund within each net asset group is as follows:

Unrestricted:

- **General fund:** An unrestricted fund which accounts for the general operations of the Association.

Designated funds:

- **Reserve fund:** An unrestricted fund designated by the Board of Directors to be used to respond to unforeseen events, fund capital acquisitions and support special projects for institutional member services, research and grants. In addition to investment income and gains or losses generated by these invested funds, the Board of Directors may transfer annually from the General Fund a designated portion of the net revenue from the prior year's annual conference.
- **Online magazine fund**: An unrestricted fund designated by the Board of Directors to be used to create an online magazine on the internet.

Temporarily Restricted:

- **Ford Foundation - Diversity Impact Study fund:** A restricted fund which accounts for grant funds from the Ford Foundation which can only be used for the purpose of supporting research on the impact of diversity education on undergraduate students.
- **Aramark - Academy for Executive Effectiveness fund:** A restricted fund which accounts for contributions received from Aramark which can only be used to support a workshop entitled "Academy for Executive Effectiveness".

Temporarily Restricted Support: The Association's policy is to report all donor restricted grants and contributions, such as sponsorships for conferences, as unrestricted support if those restrictions are met in the same reporting period the grants and contributions are received. When restrictions are not met in the same reporting period, restricted grants and contributions are reported as an increase in temporarily restricted or permanently restricted net assets, depending on the nature of the restriction. When a restriction expires (that is, when a stipulated time restriction ends or the purpose for restriction is accomplished), temporarily restricted net assets are reclassified to unrestricted net assets and reported in the statement of activities as net assets released from restriction.

Note B – Investments

The Association records investments at market value. At June 30, investments consisted of the following:

	1998		1997	
	Cost	Market	Cost	Market
Certificates of Deposit	$288,000	$288,000	$383,929	$384,000
Corporate and gov't bonds	1,093,978	1,132,021	1,017,154	1,043,233
Equity securities	425,165	1,321,279	415,114	1,041,362
	$1,807,143	$2,741,300	$1,816,197	$2,468,595

Investment income is recorded within other revenue and consists of the following for the years ended June 30:

	1998	1997
Interest and dividends	$142,607	$147,584
Realized gains, net	90,192	23,991
	$232,799	$171,575

Note C – CDC Grant

The Association received a grant from the Centers for Disease Control and Prevention (CDC) to fund a program dealing with a national system to prevent HIV infection in postsecondary students. The project period is from September 1996 to September 2000. The grant is funded on a cost-reimbursement basis and the amount to be received each project year by NASPA is approximately $273,000. For the years ended, June 30, 1998 and 1997, NASPA incurred $324,633 and $154,213, respectively, in program costs and has recognized a like amount of grant revenue. At June 30, 1998 and 1997, $13,679 and $43,367 of costs incurred by NASPA under the program had not yet been reimbursed by the CDC and is included in accounts receivables.

Note D – Related Party

During fiscal year 1994, NASPA made a loan in the amount of $100,000 to the NASPA Foundation, an affiliate organization exempt from the payment of income taxes under Section 501(c)(3) of the Internal Revenue Code. The loan bears no interest and the principal amount was due in full on December 31, 1998, with no payments required prior to that date, provided however, that the loan amount shall be forgiven by each dollar the Foundation receives in donations from pledges made to the Foundation prior to March 31, 1997 (as extended from January 1, 1997) and after December 31, 1993. For the year ended June 30, 1997, NASPA forgave $49,082 of the note which was equal to the amount of donations received by the Foundation related to pledges made in the aforementioned period. As of June 30, 1997 NASPA had forgiven the entire balance of the loan.

NASPA provides the Foundation with certain administrative and support services at no charge. NASPA also pays certain bills and collects certain receipts on the Foundation's behalf for which each entity is subsequently reimbursed.

Note E – Designated Funds

The details of the Designated Fund activities for the years ended June 30, are as follows:

	1998			1997
	Reserve	Online Magazine	Total	Reserve
Designated fund balances, beginning of year	$2,508,730	$ —	$2,508,730	$2,183,714
Net investment income, including realized and unrealized gains attributable to the Reserve Fund	452,977	—	452,977	325,016
Expenses		(15,469)	(15,469)	—
Transfers	(112,000)	112,000	—	—
Designated fund balances, end of year	$2,849,707	$96,531	$2,946,238	$2,508,730

Note F – Pension Plan

The Association maintains a defined contribution pension plan which covers substantially all employees. NASPA contributes a percentage of the employee's annual salary to the plan; however, under the provisions of the plan, the plan's trustee may determine the amount to be contributed to the plan each year if they so desire. Contributions totaled $35,375 and $25,542 for the years ended June 30, 1998 and 1997, respectively.

Note G – Commitments

The Association leases office space under a noncancelable operation lease which expires May 31, 2001. Under the terms of the agreement, the Association received a five month rental abatement at the inception of the lease. Consequently, a deferred rent obligation is recorded as part of accrued expenses and is being written off over the remaining life of the lease. During the year ended June 30, 1997, the operating lease was amended to include provisions for the lease of expansion space. The term of the expansion space lease expires October 31, 2000 and is cancelable by the Association subject to appropriate notice being given and payment of a termination fee, as defined. Rent expense for the years ended June 30, 1998 and 1997 amounted to $87,205 and $84,656, respectively.

Future minimum rental payments, subject to certain increases based upon the Consumer Price Index, are as follows:

Year Ended June 30,	Amount
1999	$104,020
2000	104,020
2001	73,056
	$281,096

The Association has entered into several agreements with hotels for accommodations for its future conferences. These agreements indicate that the Association would be liable for certain cancellation fees and liquidated damages in the event of cancellation in the approximate amount of $611,000, calculated as of June 30, 1998.

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